App. F. IX-4

Previous References

1934-35 (CRB)

File No. 24-34

Serial Nos. 2

Later References

General and Revenue Secretariat.

Serial Nos.

Part B for April 1935.

SUBJECT.

Disposal of vacancies under the Revised Rules of Recruitment

8(2).

O.M. No. 7712-811 G.S. dt. 4-35 issues additional instructions in the matter

To All the Unit Officers

Serial No.

a

× A.

According to Circular Letter No. 20591/C.M.13 × 22-34-1 dt 15.9.1934 all vacancies, though of less than three months duration have to be registered and classified into special and general for making temporary (interim) appointments, pending issue of approved lists under the Revised Rules. As for appointments which fall under Note to Rule 15 and which have to be (individually) advertised as hitherto, it is for orders, if such vacancies of short duration (ie one, two or three months) have to be registered, classified and reported to C.M.B. for advertisement, etc. Under the existing rules, all vacancies of less than three months' duration were not governed by the C.M.13 rules.

× E6

(Subd.)

8.11.34

Yes

Note–Contn. Sheet.

9.0.94

File No. of 193 .

General and Revenue Secretariat

classification in respect of the treatment of the candidates officiating. Whether the vacancy is one to be advertised and filled up or one to be filled up from the approved lists of candidates, so long as it is intended to be filled up it should be brought on the registers concerned, classified and filled up according to the prescribed / Yes. Quite so
method irrespective of its duration.

for advt. the duration of the V. must be sufficiently long as to permit of the advt. formalities. vide Note below

(Please see next page)

We may reply the general position in this respect, according to the Revised Rules of recruitment is that all vacancies of any of the kinds or series of appts, whether clerical or other appts (for which appl. lists are issued) or executive appts (which do not come under the approved lists & which have to be reported to the CRB for otherwise for disposal by advt. [vide Rule 15 of Note thereunder of the Revised Rules and Paras 4 and 12 of the O.M.N. —— of —— of Supplt instns.] have to be first reported & classified with details in the Consd Regr as the case may be & then dealt with (i.e. the case of those for which the appl lists are maintained & other appl lists are filled up from the approved lists in accordance with the Rules of recruitment issued in that behalf & in all these cases reported to the CRB with the vacancies and whether their duration is prescribed & the Rules provide for short or long-term appts or even tho' of less than 3 months, if any it is proposed to make an appt. to any vacancy. Every vacancy irrespective of

Subject: Re: regn & disposal of leave or other short-term vacancies in respect of appts not coming under the approved CRB lists:

The general position in this respect according to the Revised Rules is as noted below:-

All vacancies of any of the kinds or series of appointments, whether clerical or other appointments (for which approved lists are issued) or executive or other appointments which do not come under the approved lists and have to be reported to the C.R.B. for disposal by advertisement or otherwise [Vide Rule 15 and Note thereunder, of the Revised Rules and paras 4 and 12 of the O.M. No. dated of Supplementary instructions) have to be first entered in the concerned register and duly classified into "Special" and "General" as per instructions that have been issued, whatever their duration whether permanent or long standing or temporary or even though of less than three months, if only it is proposed to make an appointment in any vacancy. Every vacancy irrespective of its duration or kind or nature should be

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Serial No.

Vide orders on the draft appd.
5/4/35

To

All the Unit Officers.

O.M. No. 7712-E/11/CMS 37-34-2 dt. 5.4.1935.

Issue additional instructions in regards to the disposal of Vacancies under the Revised Rules of Recruitment.

P.M.
3-5-35

Slot refs.

No. 7712 - 811/CR13 27-34-2

Dated, Bangalore, 5th April 1935.

OFFICIAL MEMORANDUM

The following additional instructions are issued ~~for the guidance of all officers concerned for~~ in regard to the registration and disposal of ~~[illegible]~~ vacancies ~~in respect of executive or other~~ of appointments under the Revised Rules of Recruitment ~~not coming under the approval central Recruitment Board~~ Board:-

All vacancies of any of the kinds or series of appointments, whether clerical or other appointments (for which approved lists are issued) or executive or other appointments which do not come under the approved lists and have to be reported to the Central Recruitment Board for disposal by advertisement or otherwise (vide Rule 15 and Note thereunder of the Revised Rules and paras 4 and 12 of the Official Memorandum No.6447-546/CRB dated 23rd February 1935 of supplemental instructions) have to be first entered in the concerned register and duly classified into "Special" and "General" as per rules and instructions that have been issued whatever their duration, whether permanent or long standing or temporary or even though of less than three months, if only it is proposed to make an appointment in any vacancy. Every vacancy, irrespective of its duration or kind or nature should be brought on the concerned register immediately after and in the order of its occurrence and duly classified, provided it is intended to fill it up eventhough temporarily, by the appointment of a recruit.

It is only after this first process of registration and classification of a vacancy for recruitment that the question of the manner

of its disposal according to the Rules and instructions arises.

In the case of the vacancies coming under the approved lists ~~xxxxxxxx~~d(ie., in respect of - appointments for which approved lists are issued), every vacancy should be filled up only from the - concerned approved lists, in accordance with the rules and instructions issued in that behalf.

In all other cases of vacancies of appointments for which there are no approved lists, the vacancy should be reported to the Central Recruitment Board in the prescribed "A" statement. The vacancy will be duly advertised in the Gazette, if its duration is or is likely to be sufficiently long so as to permit of time for advertisement and selection. In urgent cases requiring any temporary appointment for the work of the vacant post, pending advertisement and selection or its formalities, the appointing officer may make temporary arrangements for the conduct of work, in the meanwhile, strictly adhering to the standing rule that special vacancies - should be filled up only by members of the backward communities (vide Government Order No.5828-5927/CRB 38-32-1 dated 17th April 1933.) . All such temporary appointments made may be promptly reported to the Central Recruitment Board.

By order,

SECRETARY,
Central Recruitment Board.

To

All the Unit Officers.

THE CENTRAL RECRUITMENT BOARD,

PUBLIC OFFICES,

No.7712-811/CRB.27-34-2 Dated, Bangalore, the 5th April 1935.

OFFICIAL MEMORANDUM

The following instructions are issued in regard to the registration and disposal of leave or other short term vacancies in respect of executive or other appointments not coming under the approved Central Recruitment Board lists:-

All vacancies of any of the kinds or ~~xxxxxx~~ series of appointments, whether clerical or other appointments (for which approved lists are issued) or executive or other appointments which do not come under the approved lists and have to be reported to the Central Recruitment Board for disposal by advertisement or otherwise (vide Rule 15 and Note thereunder of the Revised Rules and paras 4 and 12 of the Official Memorandum No.6447-546/CRB dated 23rd February 1935 of supplemental instructions) have to be first entered in the concerned register and duly classified into "Special" and "General" as per rules and instructions that have been issued whatever their duration, whether permanent or long standing or temporary/even though of less than three months, if only it is proposed to make an appointment in any vacancy. Every vacancy, irrespective of its duration or kind or nature should be brought on the concerned register immediately after and in the order of its occurrence and duly classified, provided it is intended to fill/up even-though temporarily, by the appointment of a recruit.

It is only after this first process of registration and classification of a vacancy for recruitment that the question of the manner of its disposal according to the Rules and instructions arises.

In the case of the vacancies coming under the approved lists (i.e., in respect of appointments for which approved lists are issued), every vacancy should be filled up only from

the concerned approved lists, in accordance with the rules and instructions issued in that behalf.

In all other cases of vacancies of appointments for which there are no approved lists, the vacancy should be reported to the Central Recruitment Board in the prescribed "A" statement. The vacancy will be duly advertised in the Gazette, if its duration is or is likely to be sufficiently long so as to permit of time for advertisement and selection. In urgent cases requiring any temporary appointment for the work of the vacant post, pending advertisement and selection or its formalities, the appointing officer may make temporary arrangements for the conduct of work, in the meanwhile, strictly adhering to the standing rule ~~xxx~~ that special vacancies should be filled up only by members of the backward communities (vide Government Order No.5828-5927/CRB 38-32-1 dated 17th April 1933). All such temporary appointments made may be promptly reported to the Central Recruitment Board.

By Order,

Secretary, Central Recruitment Board.

To

~~The~~ All the Unit Officers.

G.R.6

S.O.

Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE DEPARTMENTS

No. 7712-811/C. R. B. 27-34-2 Dated, Bangalore, 5th April 1935.

Disposal of Vacancies

Issues additional instructions in regard to the————under the Revised Rules of Recruitment.

OFFICIAL MEMORANDUM.

The following addditional instructions are issued in regard to the registration and disposal of vacancies of appointments, under the Revised Rules of Recruitment:-

All vacancies of any of the kinds or series of appointments, whether clerical or other appointments (for which approved lists are issued) or executive or other appointments which do not come under the approved lists and have to be reported to the Central Recruitment Board for disposal by advertisement or otherwise (vide Rule 15 and Note thereunder of the Revised Rules and paras 4 and 12 of the Official Memorandum No. 6447-546/C.R.B. dated 23rd February 1935 of supplemental instructions) have to be first entered in the concerned register and duly classified into "Special" and "General" as per rules and instructions that have been issued whatever their duration, whether permanent or long standing or temporary or even though of less than three months, if only it is proposed to make an appointment in any vacancy. Every vacancy, irrespective of its duration or kind or nature should be brought on the concerned register immediately after and in the order of its occurence and duly classified, provided it is intended to fill it up even though temporarily, by the appointment of a recruit.

It is only after this first process of registration and classification of a vacancy for recruitment that the question of the manner of its disposal according to the rules and instructions arises.

In the case of the vacancies coming under the approved lists (i.e., in respect of appointments for which approved lists are issued), every vacanty should be filled up only from the concerned approved lists, in accordance with the rules and instructions issued in that behalf.

In all other cases of vacancies of appointments for which there are no approved lists, the vacancy should be reported to the Central Recruitment Board in the prescribed "A" statement. The vacancy will be duly advertised in the Gazette, if its duration is or is likely to be sufficiently long so as to permit of time for advertisement and selection. In urgent cases requiring any temporary appointment for the work of the vacant post, pending advertisement and selection or its formalities, the appointing officer may make temporary arrangements for

the conduct of work, in the meanwhile, strictly adhering to the standing rule that special vacancies should be filled up only by members of the backward communities (vide Government Order No.5828-5927/C.R.B.38-32-1 dated 17th April 1933). All such temporary appointments made may be promptly reported to the Central Recruitment Board.

By Order,

Secretary, Central Recruitment Board.

To

All the Unit Officers.